DOCUMENT RESUME

ED 072 565 EC 050 918

TITLE	About Jobs and Mentally Retarded People.
INSTITUTION	National Association for Retarded Children, New York, N.Y.; President's Committee on Employment of the Handicapped, Washington, D.C.
PUB DATE	72
NOTE	44p.
EDRS PRICE	MF-$0.65 HC-$3.29
DESCRIPTORS	Directories; *Employment; *Employment Opportunities; *Job Placement; *Mentally Handicapped; Mental Retardation; Vocational Rehabilitation

ABSTRACT

The booklet is intended to convey an understanding of the world of work and of preparation for work by the mentally retarded. Some reasons for working, other than the obvious economic one, are explained. It is emphasized that all jobs, skilled or not, can be performed with dignity. Summarized are types of evaluation which can help one find the right kind of job for him and types of preparation for work. Vocational rehabilitation is explained in terms of who can get it, what it consists of, and whether it works. Mentioned are several sources of help in job-hunting and some employers who have specific programs and policies giving an equal break to mentally retarded people who can do the job. A directory lists contacts in each state which could be helpful in securing employment for the mentally retarded: Governor's Committees, State Associations for Retarded Children, State Vocational Rehabilitation Offices, State Employment Security Offices, and Federal Job Information Centers. (KW)

EC 050 418

ED 072565

ED 072565

about jobs

AND MENTALLY RETARDED PEOPLE

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
OFFICE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL OFFICE OF EDUCATION POSITION OR POLICY

THE PRESIDENT'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED

THE NATIONAL ASSOCIATION FOR RETARDED CHILDREN

Recommendation No. 2

"These, Too, Must be Equal," joint report to the President, by the President's Committee on Employment of the Handicapped and the President's Committee on Mental Retardation, contained this recommendation:

> "2. Parents should be encouraged to accept realistic vocational objectives for their retarded children. To do this, it is necessary to inform not only parents, but also persons to whom parents might turn for counsel (physicians, teachers, vocational rehabilitation counselors, ministers, psychologists, others). These professions should be provided with material dealing with training and employment of the mentally retarded, with the stress placed on the innate value of all work, skilled or unskilled."

This booklet, "About Jobs and Mentally Retarded People," attempts to carry out Recommendation No. 2 of the report to the President.

Foreword I

There once was a time when people worked for the sole reason of earning a living. Work was not to be enjoyed; it was to be endured.

We still work to earn a living, but we have come to realize there is more to it than that.

Work gives us a feeling of being very much a part of the world. Work builds our self-respect. Work builds the respect that others show us. In a word, work fulfills us.

Mentally retarded people who have the capabilities should not be deprived of the opportunities to work—either at regular jobs or in sheltered workshops.

They, too, have the right to being a part of the world; the right to self-respect; the right to the respect of others; the right to fulfillment.

I hope this little booklet can light up the pathway to work for at least some workers who are mentally retarded.

HAROLD RUSSELL
Chairman

Foreword II

The National Association for Retarded Children is glad to be a working partner with the President's Committee on Employment of the Handicapped in this effort to show the way to employment for those who are mentally retarded.

We are glad, too, to have been a working partner with the President's Committee for the past decade, in building new opportunities for mentally retarded people.

Together, we have taken great steps. Together, we hope to take more great steps in the future.

I am sure that this booklet will represent another step in the direction we all keep striving for—a direction in which all people will be measured as people; in which the fact of mental retardation will no longer be a barrier to equality.

Slowly, slowly, we are getting there.

PHILIP ROOS
Executive Director

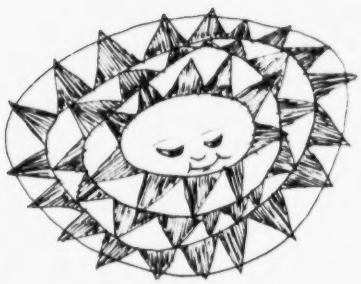
Whom This Booklet is For

It's for parents and friends of mentally retarded people, to give them some notion of the world of work and the world of preparation for work.

It's for rehabilitation counselors and employment placement specialists and psychologists and social workers and all others called upon to give guidance and advice to retarded people wanting to prepare for jobs.

It's for employers who either hire or plan to hire mentally retarded people.

Hopefully, it's for mentally retarded people themselves. (It's not enough for a booklet to be about them; if possible, it should also be for them.)



About Jobs

There are all kinds of jobs in this world. Some are in nice clean offices; some are in grimy factories. Some are at the "top," where executives gives orders to others; some are at the "bottom," where workers take orders from everyone.

All these jobs are important to America. There is no such thing as one job being really more important than another job. All the jobs in America can be performed with pride. All the jobs have built-in dignity, if only we are wise enough to recognize it.

The minute we start thinking that some jobs are "not good enough," we're in trouble. Then, the doors of opportunity start clanging shut for people who are mentally retarded. Then, retarded people who do perform those "not-good-enough-jobs" do so sheepishly.

All jobs are worth while, worth doing. If we can truly believe that, we'll go far in bringing a better life to retarded people.

And a happier life.

WHY PEOPLE WORK
(AND ESPECIALLY THE RETARDED)

Certainly, people work for money. Nobody's knocking money. But they work for other reasons, too.

People work to reassert their manhood and their womanhood. Somehow, when you work you feel you truly have entered the adult world—where people shoulder responsibilities, and pay taxes, and spend most of their days at their jobs, and tell their wives what they did at the plant or the office, and send their kids to school.

In short, when you work, you very much feel you are a vital part of society. You don't feel apart from it. People who are retarded need this feeling every bit as much as people who are not.

People also work to grow internally. You grow each time you solve a problem at your job, big or little. You grow each time you meet any kind of work-a-day situation. Retarded workers grow on the job the same as all other workers. Perhaps they grow even a little more.

Some studies have indicated that over the years work actually has served to raise IQ levels.

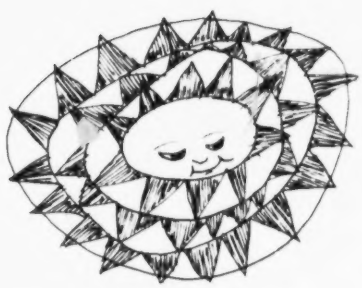
Finally, people also work for independence, not only in the present but in the future. Through work alone, you can become your own man or your own woman, owing favors to no one.

And through work, people who are mentally retarded can gain life-long independence—on their own, managing their own lives, long after their parents and guardians have gone.

IN BALANCE

Stock clerk, dishwasher, bus boy, kitchen helper, janitor, sorter, truck helper, elevator operator, bottle filler, mail handler, brass polisher, apple picker, painter's helper—all the jobs of America are important; all the jobs of America can be performed with dignity.

All the jobs of America—skilled or not—can make life better and richer for people who are mentally retarded.



About Evaluation

"Know thyself," Socrates said.

It's not always easy to know thyself, so there is an entire process of evaluation—psychological, social, medical, vocational—to help mentally retarded people know themselves and at the same time to help them get placed in the proper pathways of life.

When a mentally retarded person seeks help—in education, in training, in finding a job, in any other way—his evaluation usually comes first. It is done by skilled psychologists, social workers, vocational rehabilitation counselors, employment interviewers, or other professionals.

PSYCHOLOGICAL EVALUATION

Tests and interviews find a person's intellectural level; his personality characteristics; his aptitudes and interests; his hobbies; his levels of achievement in reading, spelling, and arithmetic; anything else about him to help others understand him and to help him understand himself.

SOCIAL EVALUATION

Here, the person's family background is evaluated along with the person himself. How well does he mingle with others? What kind of acceptance does he have within his own family? What kind of neighborhood was he raised in? How well can he handle himself in social situations?

MEDICAL EVALUATION

Doctors have estimated that three out of every four retarded people have physical problems along with their problems of retardation. And so medical evaluation becomes important. Does the person have any physical limitations? Does he need any medical care before he can prepare for work? Would his physical condition give clues to where he should or should not work?

VOCATIONAL EVALUATION

Vocational rehabilitation counselors evaluate the employment potentials of retarded people by probing into questions like these: What special interests did the person show in school? What jobs has he held? Why did he leave? What kind of attitude does he have toward work? What does he aspire to? What does his family think of employment for him? What kind of jobs are available to him? Would he benefit from evaluation and training in a sheltered workshop?

WORKSHOP EVALUATION

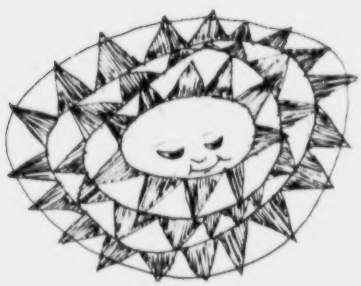
Finally, there is a realistic kind of vocational evaluation in a workshop, usually under actual work-a-day conditions. Here, the person actually tries his hand at various kinds of work; he is carefully evaluated while he does so. Some workshops have set up special evaluation

sections, apart from the main work areas; most, however, bring the person into the regular work force, under regular employment conditions.

IN SUM . . .

Fortunately, these days a mentally retarded person doesn't have to travel the painful trial-and-error route in finding the job that's right for him.

Skillful evaluation can put him on the right path and keep him there. It can improve his chances of making his mark in the world.



About Preparation

Virtually every job in America requires some sort of preparation, through education or training. The more the preparation, the greater the chances of success.

This goes for everybody, particularly for mentally retarded people.

They need preparation not only in learning job skills, but also in learning good job habits; not only in the nitty-gritty of work, but also in the impact work can have in their total lives.

There are many pathways to preparation for mentally retarded people. Not all of them exist in all communities, but they are sprouting up in more and more places, like wild flowers.

Here are some:

SPECIAL EDUCATION

This is a part of many public and private schools, to meet the needs of retarded students. There is a special curriculum, geared to each student's learning capacity. There is stress on good personal habits that help make

a young man or young woman a good employee (grooming, cleanliness, promptness, politeness, so on). And there is stress on the vocational side of life, to introduce young people to the "swing" of work.

WORK-STUDY

Most States now have work-study programs, whereby a mentally retarded high school student attends class part of the day and actually works at a job the other part of the day. This combination of study and work has been most effective in helping retarded young people make smooth transitions from education to employment.

VOCATIONAL EDUCATION

More and more vocational education classes are being opened up to mentally retarded students—particularly since the law now requires that 10 percent of all vocational education money must be earmarked for those who are handicapped, physically or mentally. Here, young people have a choice of learning many skills: woodworking, printing, auto mechanics, electricity, much more.

ADULT EDUCATION

"You're never too old to learn," the saying goes. Retarded people are never too old to learn, either. So there are moves afoot to set up special classes for retarded adults, in the evenings after work. Here, they can improve their skills in reading and arithmetic, or learn new vocational skills, or get tips on good grooming. High schools, junior colleges, and private schools are beginning to open their doors for these kinds of classes.

OCCUPATIONAL TRAINING CENTERS

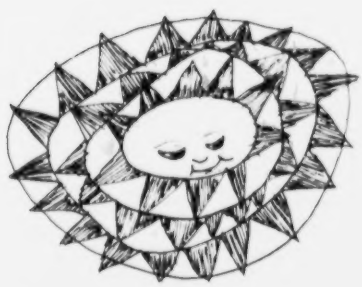
These centers can be a valuable first step to good work habits. Here, the stress is on personal and social adjustment to the world of work—budgeting wages, using public transportation, getting along with coworkers. There also is training in basic skills which the retarded can master and, hopefully, offer to a regular employer.

SHELTERED WORKSHOPS

Sheltered workshops give mentally retarded people the chance to sharpen their vocational skills under actual conditions of employment. They punch time clocks, work full eight-hour days, are expected to meet production standards, receive wages—everything they would do at a job in the community. For most, sheltered workshops are way stations on the road to competitive employment. But for those with more severe degrees of mental retardation, workshop employment might be the best they can hope for.

ON-THE-JOB TRAINING

Some employers are willing to bring retarded people right into their plants or offices, and give them training then and there. This kind of on-the-job training can be very effective. Not only does it enable the retarded person to learn his job under actual working conditions, but it also enables other workers to come to accept him. This is a fairly new type of training for retarded workers and isn't widespread as yet. But it's growing.



About Vocational Rehabilitation

A good starting point on the road to preparation for a job for a mentally retarded person is the nearest office of the State Division of Vocational Rehabilitation. More than 1,000 of these offices dot the United States. Headquarters in each State are listed in the directory at the end of this booklet. They can give addresses of local offices within the State.

You might say that vocational rehabilitation helps mentally retarded people to help themselves.

What you should know about vocational rehabilitation:

WHO CAN GET IT

A person must be of working age at least at the time his rehabilitation has been completed. He must have at least a fair chance of becoming employable—either in outside employment or sheltered employment—through vocational rehabilitation.

WHAT IT CONSISTS OF

Vocational rehabilitation consists of these nine services:

- *A medical diagnosis* (to find out about any physical conditions which might limit the kinds of work a person can do)

- *Counseling and testing* (to help him aim for the right kind of job, in keeping with his interests, aptitudes, capacities, and limitations)

- *Medical and hospital care* (if needed to attend to physical problems that may stand in the way of preparation for work)

- *Prosthetic appliances* (if needed for a physical disability)

- *Training for a job* (whatever kind is suitable: personal adjustment training, pre-vocational training, vocational training, occupational training center, sheltered workshop, on-the-job training, anything else that's needed. The training must lead toward a definite job goal.)

- *Maintenance and transportation* during rehabilitation (if needed)

- *Tools and equipment* for the job (again, if needed)

- *Job placement* (a position most suitable for the person's aptitudes, abilities, and training)

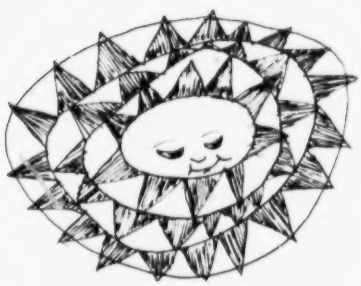
- *Job followup* (to make certain that the person and the employer both are satisfied; to furnish whatever further adjustments are needed; anything that's necessary to assure that the person gets off to a proper start)

DOES IT WORK

Of course, vocational rehabilitation works—beyond all expectations.

Studies show that mentally retarded people who have been rehabilitated actually have more stable work records than non-retarded people performing similar jobs.

To put it another way, vocational rehabilitation gives a retarded person a chance to show what he's got in the labor market. And he's got plenty.



About Job-Hunting

Job-hunting is not easy for anybody. It is perhaps even more difficult for people who are mentally retarded.

One basic fact about job-hunting is this: if you don't look, you won't find. Thus, the search for a job should go on without end, without giving up. Each time a mentally retarded person walks into the office of an employer, he should say to himself (and believe it): "This time, I'll make it. This time, I'll get hired."

In short, he has to be optimistic. His spirit of optimism might make the difference between getting the job and not getting the job.

Fortunately, mentally retarded people don't have to face the job market alone. Plenty of help is available. For example:

VOCATIONAL REHABILITATION

One step of vocational rehabilitation—an essential step—is job placement. Vocational rehabilitation counselors usually are in a good position to know where the jobs are which the mentally retarded can fill.

What's more, they do a splendid job of matching retarded people to the jobs most suitable for them. They try to keep square pegs out of round holes.

PUBLIC EMPLOYMENT

The local public employment office (more than 2,000 around the United States) is another good resource. Most offices keep close tabs on lesser-skilled jobs in the community, and may be in a good position to steer a retarded person in the right direction. The directory in the back of this booklet lists all State headquarters. They can provide addresses of local offices within the State.

These offices can give seven kinds of help to retarded people looking for jobs: (a) an appraisal of their capabilities, their experience, their interests, their handicaps; (b) employment counseling, to help them aim for the right kinds of jobs; (c) referral to other agencies, if needed; (d) clues to job openings which they would be able to fill; (e) hints on how to conduct themselves at job interviews; (f) job redesign, showing employers how to reshape certain jobs so that retarded people can fill them; (g) followup, visiting retarded employees' places of employment to be sure they are getting along satisfactorily.

The labor market being what it is, a suitable job may not be available the first time a retarded person visits the public employment office. He shouldn't give up. He should return again and again. Somewhere, sometime, something may develop.

HELP WANTED ADS

Help Wanted Ads in newspapers are a good source of job openings. Since there's much competition for these openings, mentally retarded people have to act quickly.

Whether they answer the ads by letter or by telephone, they should do it at once. They should buy the paper the minute it hits the streets.

RETARDED CHILDREN'S ASSOCIATIONS

Sometimes local Retarded Children's Associations can give good tips on where to go for jobs. State headquarters are listed in the directory in back of this booklet. They may have several different kinds of pipelines to openings.

They may have nominated local employers for "Employer of the Year" awards, under a program cosponsored by the National Association for Retarded Children and the President's Committee on Employment of the Handicapped. Obviously, an employer nominated for an award is a much better prospect than an employer who has displayed no interest whatsoever in the retarded.

Or the local Associations may have employers on their Boards of Directors. These Board members may have a special interest in helping mentally retarded jobseekers, and also might be more aware of their capabilities.

Or, since the local Associations represent broad segments of the community, they may know where job openings are simply because somebody told somebody else who told somebody else who told . . .

GOVERNORS' COMMITTEES

Governors' Committees on Employment of the Handicapped may be in a position to give tips on where to look for jobs. In addition to Governors' Committees, there are several hundred local Committees on Employment of the Handicapped, spread across the United States. They, too, may be helpful.

For addresses of Governors' Committees, turn to the directory in the back of this booklet.

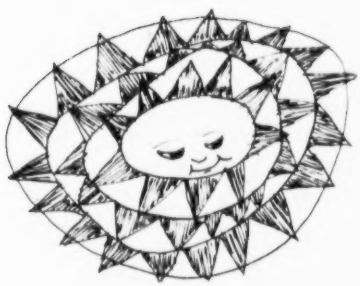
FRIENDS AND FAMILY

People looking for work shouldn't keep it a secret. They should tell everybody—friends, family, neighbors, teachers, ministers and rabbis, everybody. You never can tell who may know of something, or who may know of somebody who may know of something.

When you spread the word, you get an entire army working in your behalf.

ABOVE ALL

Keep on looking. Don't ever stop.



About Employers

Some employers in the United States have specific programs and policies giving an equal break to mentally retarded people who can do the job.

Following are just a few. Undoubtedly many more willing employers could be added to the list.

FEDERAL GOVERNMENT

The Federal Government has a special hiring program for mentally retarded people. If a mentally retarded person can be certified as being physically, mentally, and socially ready for work by a vocational rehabilitation counselor, he can be hired directly by a Federal agency—without having to take a Civil Service test and without having to be placed on a Civil Service register.

So far, they have held several hundred different kinds of jobs. More than 7,000 retarded workers have been employed in Federal offices in every State in the Union. The jobs run the gamut from agricultural aide to Zerox operator.

To ease the pathway into Federal employment, every government office has a "coordinator" who is respon-

sible for encouraging more opportunities for physically and mentally handicapped job applicants.

First step to a Government job: get in touch with a vocational rehabilitation counselor. He will work with the agency's "coordinator" and personnel department to locate a job a retarded person can do. He also will certify that the person is ready and able to work.

Or sometimes a job might be "reengineered" for him—grouping together a number of lesser-skilled duties which he is able to perform.

Federal Job Information Centers are listed in the directory in back of this booklet. They can give more information and help.

STATE GOVERNMENTS

A number of State governments have developed similar hiring programs for mentally retarded people in State jobs. These are typical:

District of Columbia: First, the D.C. Department of Vocational Rehabilitation certifies that a retarded person is ready for work. This way, he can be given an "excepted appointment," not subject to the usual entrance tests. D.C. Government department heads have the responsibility to survey the jobs in their divisions to find out which ones could be filled by retarded workers.

Minnesota: A special class of employees called "service workers" has been created. Mentally retarded people can be hired as service workers if they are evaluated as work-ready by the Division of Vocational Rehabilitation and their local county welfare departments. A State board, made up of authorities in mental retardation, will review each retarded job applicant. This review takes the place of the usual State exam. Those who pass

the review will be placed on an eligibility list for suitable jobs.

New York: The State's Interdepartmental Health and Hospital Council has compiled a list of jobs in State agencies which could be filled by mentally retarded people. The list has been distributed to all bureaus and agencies within the State. Whenever a vacancy occurs in any of these jobs, the agency has been encouraged to get in touch with the Division of Vocational Rehabilitation for possible retarded candidates. Only those certified as ready for work will be referred.

North Carolina: An official policy has been proclaimed: "It is the policy of the North Carolina State government to support and encourage employment of mentally retarded persons in State government jobs, where such persons meet necessary requirements to perform the required duties of the position and where such employment may be accomplished without detriment to the employee or to the State service." Suitable State jobs have been identified, and retarded candidates have been recruited to fill them.

A number of other States have special hiring programs for mentally retarded people. Any State personnel office can provide details. Or contact the Governor's Committee on Employment of the Handicapped (see the directory in the back of this booklet).

NATIONAL ASSOCIATION FOR RETARDED CHILDREN

NARC in cooperation with the U. S. Department of Labor operates an on-the-job training program for mentally retarded people.

Referrals can come from many sources: public schools, poverty agencies, welfare agencies, institutions for the mentally retarded, vocational rehabilitation agencies,

local Associations for Retarded Children, many more. The agency making the referral has to certify that the mentally retarded person is work-ready.

Referral agencies are responsible for locating employers willing to train and hire these mentally retarded people. Their wages have to be the same as non-retarded trainees. To offset the employers' costs of training the retarded, NARC will pay half the wages for the first four critical weeks and one-fourth of the wages for the second four weeks.

NARC's on-the-job training project has been in operation since 1966. So far, more than 3,000 retarded people have taken part. Employers have been more than willing to cooperate—including national chains such as Howard Johnson, Marriott Hot Shoppes, Schrafft's Motor Inn, Restaurant Operations, and Sky Chefs.

For details, get in touch with the National Association for Retarded Children at 2709 Avenue "E" East, Arlington, Texas 76011.

W. T. GRANT CO.

W. T. Grant Co., operators of 1,178 variety stores in all parts of the United States, has established a firm written policy favoring employment of retarded workers.

"Persons who are either physically handicapped or mentally retarded shall be considered for employment on the basis of their capability for a particular job," the policy statement declares. "Handicaps which do not interfere with the performance of a job shall not disqualify for employment, provided such handicaps do not constitute an undue hazard to the employee or to the Company. Such persons shall be paid wage rates comparable to those paid other workers of like seniority in the same or comparable job classification."

In interviewing retarded applicants, the Grant Co. urges store managers to "particularly note their attitude. A strong desire to work is essential to successful job performance."

For more information get in touch with any W. T. Grant store, or with the company's headquarters at One Astor Plaza, 1515 Broadway, New York, N.Y. 10036.

"EMPLOYER OF THE YEAR" AWARDS

Ever since 1964, the National Association for Retarded Children and the President's Committee on Employment of the Handicapped have cosponsored an "Employer of the Year" awards program.

Awards have gone to employers with the most outstanding records of hiring the retarded and of promoting their welfare in the community.

The winners:

1964: W. T. Grant Co. (for its policy statement and its employment practices)

1965: Hutzler's Department Store, Baltimore, Md. (for hiring retarded girls for the past 25 years to operate its Quixie Restaurant)

1966: Iona Manufacturing Co., Manchester, Conn. (for its hiring practices and for its close involvement with the Mansfield Training School)

1967: Chicago Post Office (for opening up large numbers of jobs to the retarded under the Government's special hiring program)

1968: Johnson's Turkey and Sheep Ranch, Goldthwaite, Texas (all but three of its 27 employees are mentally retarded)

1969: Victor Wagner & Son, Cleveland, Ohio, box manufacturers (for its special job training program for the retarded), and Lackland Military Training Center, Lackland, Texas, Air Force Base (for hiring more than 40 retarded workers and another 20 retarded students during the summers)

1970: RJR Foods, Duluth, Minn. (for hiring large numbers of retarded workers ever since 1963), and General Services Administration, San Francisco (for hiring nearly 100 retarded people since the Federal program got under way in 1964)

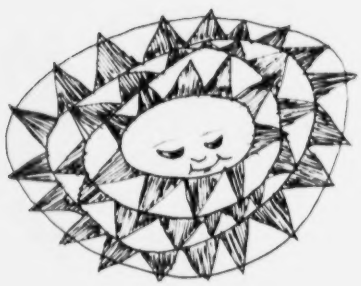
1971: American Industrial Safety Equipment Co., Cleveland, Ohio (for hiring large numbers of retarded workers), and the Mail and Messenger Branch, Office of Central Service, Department of H. E. W., Rockville, Md. (for manning its mail and messenger service largely with retarded men and women)

OTHERS, MANY OTHERS

Businesses and industries everywhere are coming to recognize the merits in hiring retarded workers.

A national advertising campaign, sponsored by the President's Committee on Mental Retardation and the Advertising Council, keeps reminding employers across the Nation. The "Employer of the Year" awards program keeps bringing in record numbers of nominations (last year, more than 160). Letters from employers keep coming to the President's Committee on Employment of the Handicapped: "We want to start hiring the mentally handicapped. How can we go about it?"

So there is new hope for retarded people who are able and willing to work—new hope in every town and city of America.



About the Future

The future is promising for mentally retarded people in the labor market.

There are growing numbers of jobs in America, particularly in the service field, which mentally retarded workers are able to perform. The service field is growing faster than any other field in this country.

There is growing employer dissatisfaction with the current supply of manpower for lesser-skilled jobs. Turnover is a big problem. Absenteeism is a big problem. Reliability is a big problem. Mentally retarded workers, employers feel, might be an answer to some of these problems.

There is growing awareness of the mentally retarded as a manpower resource. The promotional efforts of many organizations and agencies are bearing fruit. Employers are listening and heeding. They are asking questions. More and more of them are willing to give mentally retarded men and women the chance to work.

The chance to work, now and tomorrow. That's all that mentally retarded people ask for.

They are getting the chance in a growing number of places.

And they are succeeding on their jobs. In their success is the justification of the faith that America has shown in them.

Directory of State Contacts.

ALABAMA

GOVERNOR'S COMMITTEE: 2129 East South Blvd., Montgomery 36111
STATE ASSN. FOR RETARDED CHILDREN: P. O. Box 6202, Montgomery 36106
STATE VOCATIONAL REHABILITATION OFFICE: 2129 E. South Blvd., Montgomery 36111
STATE EMPLOYMENT SECURITY OFFICE: Industrial Relations Bldg., Montgomery 36104
FEDERAL JOB INFORMATION CENTER: Huntsville — 806 Governors Dr., SW, 35801
Mobile — 107 St. Francis Street, 36602

ALASKA

GOVERNOR'S COMMITTEE: P. O. Box 3-7000, Juneau 99801
STATE ASSN. FOR RETARDED CHILDREN: P. O. Box 933, Anchorage 93501
STATE VOCATIONAL REHABILITATION OFFICE: Pouch F, Alaska Office Bldg., Juneau 99801
STATE EMPLOYMENT SECURITY OFFICE: P.O. Box 3-7000, Juneau 99801
FEDERAL JOB INFORMATION CENTER: 632 Sixth Ave., Hill Bldg., Anchorage 99501

ARIZONA

GOVERNOR'S COMMITTEE: P.O. Box 6339, Phoenix 85005
STATE ASSN. FOR RETARDED CHILDREN: 2929 E. Thomas Rd., Rm. 216, Phoenix 85016
STATE VOCATIONAL REHABILITATION OFFICE: 55 E. Thomas Rd., Suite 101, Phoenix 85012
STATE EMPLOYMENT SECURITY OFFICE: P.O. Box 6339, Phoenix 85005
FEDERAL JOB INFORMATION CENTER: Balke Bldg., 44 W. Adams St., Phoenix 85003

ARKANSAS

GOVERNOR'S COMMITTEE: P.O. Box 2981, Little Rock 72203
STATE ASSN. FOR RETARDED CHILDREN: University Shopping Center, Asher at University, Little Rock 72204
STATE VOCATIONAL REHABILITATION OFFICE: 211 Broadway, Rm. 227, Little Rock 72201
STATE EMPLOYMENT SECURITY OFFICE: P.O. Box 2981, Little Rock 72203
FEDERAL JOB INFORMATION CENTER: 923 W. Fourth St., Little Rock 72203

CALIFORNIA

GOVERNOR'S COMMITTEE: 800 Capitol Mall, Sacramento 95814
STATE ASSN. FOR RETARDED CHILDREN: 1107 Ninth St., Rm. 1020, Sacramento 95814
STATE VOCATIONAL REHABILITATION OFFICE: 714 P Street, Sacramento 95814
STATE EMPLOYMENT SECURITY OFFICE: 800 Capitol Mall, Sacramento 95814
FEDERAL JOB INFORMATION CENTER: Los Angeles—851 S. Broadway, 90014
San Bernardino—380 W. Court St., 92401
San Francisco—450 Golden Gate Ave., 94102
Sacramento—650 Capitol Mall, Rm. 4210, 95814

COLORADO

GOVERNOR'S COMMITTEE: 1575 Sherman St., Rm. 913, Denver 80203
STATE ASSN. FOR RETARDED CHILDREN: 1540 Vine St., Denver 80206
STATE VOCATIONAL REHABILITATION OFFICE: 705 State Services Bldg., Denver 80203
STATE EMPLOYMENT SECURITY OFFICE: 1210 Sherman St., Denver 80203
FEDERAL JOB INFORMATION CENTER: Post Office Bldg., Rm. 203, Denver 80202

CONNECTICUT

GOVERNOR'S COMMITTEE: 2550 Main Street, Hartford 06120
STATE ASSN. FOR RETARDED CHILDREN: 21 R-High St., Hartford 06103
STATE VOCATIONAL REHABILITATION OFFICE: 600 Asylum Ave., Hartford 06105
STATE EMPLOYMENT SECURITY OFFICE: Conn. Employment Security Division, Hartford 06115
FEDERAL JOB INFORMATION CENTER: 450 Main St., Rm. 716, Hartford 06103

DELAWARE

GOVERNOR'S COMMITTEE: 801 West St., Wilmington 19801
STATE ASSN. FOR RETARDED CHILDREN: P.O. Box 1896, Wilmington 19899
STATE VOCATIONAL REHABILITATION OFFICE: P.O. Box 1190, Wilmington 19899
STATE EMPLOYMENT SECURITY OFFICE: 801 West St., Wilmington 19801
FEDERAL JOB INFORMATION CENTER: 11th & King Sts., Wilmington 19801

DISTRICT OF COLUMBIA

MAYOR'S COMMITTEE: 1331 H St., N.W., Washington 20005
STATE ASSN. FOR RETARDED CHILDREN: 405 Riggs Rd., N.E., Washington 20011
STATE VOCATIONAL REHABILITATION OFFCE: 1331 H St., N.W., Washington 20005
STATE EMPLOYMENT SECURITY OFFICE: 14th & E Sts., N.W., Rm. 220, Washington 20004
FEDERAL JOB INFORMATION CENTER: 1900 E St., N.W., Washington 20415

FLORIDA

GOVERNOR'S COMMITTEE: 77 Caldwell Building, Tallahassee 32304
STATE ASSN. FOR RETARDED CHILDREN: 220 E. College Ave., Suite 6, Tallahassee 32301
STATE VOCATIONAL REHABILITATION OFFICE: 725 S. Bronough St., Rm. 254, Tallahassee 32304
STATE EMPLOYMENT SECURITY OFFICE: Caldwell Building, Tallahassee 32304
FEDERAL JOB INFORMATION CENTER: 3101 Maguire Blvd., Orlando 32803

GEORGIA

GOVERNOR'S COMMITTEE: 103 State Office Bldg., Atlanta 30334
STATE ASSN. FOR RETARDED CHILDREN: Suite 615 Scott Hudgens Bldg., Atlanta 30354
STATE VOCATIONAL REHABILITATION OFFICE: 629 State Office Bldg., Atlanta 30334
STATE EMPLOYMENT SECURITY OFFICE: State Labor Bldg., Atlanta 30334
FEDERAL JOB INFORMATION CENTER: Atlanta—275 Peachtree St., NE, 30303
Macon—451 College St., 31201

HAWAII

GOVERNOR'S COMMITTEE: 250 S. King St., Rm. 603, Honolulu 96813
STATE ASSN. FOR RETARDED CHILDREN: 245 N. Kukui St., Honolulu 96817
STATE VOCATIONAL REHABILITATION OFFICE: P.O. Box 339, Honolulu 96809
STATE EMPLOYMENT SECURITY OFFICE: 825 Mililani St., Honolulu 96813
FEDERAL JOB INFORMATION CENTER: Federal Bldg., Honolulu 96813

IDAHO

GOVERNOR'S COMMITTEE: P.O. Box 7189, Boise 83707
STATE ASSN. FOR RETARDED CHILDREN: 1373 Spaulding Lane, Pocatello 83201
STATE VOCATIONAL REHABILITATION OFFICE: 209 Eastman Bldg., Boise 83702
STATE EMPLOYMENT SECURITY OFFICE: P.O. Box 7189, Boise 83707
FEDERAL JOB INFORMATION CENTER: Room 663, Federal Bldg., Boise 83702

ILLINOIS

GOVERNOR'S COMMITTEE: 188 W. Randolph St., Chicago 60601
STATE ASSN. FOR RETARDED CHILDREN: 343 S. Dearborn St., Rm. 709, Chicago 60604
STATE VOCATIONAL REHABILITATION OFFICE: 623 E. Adams St., Springfield 62706
STATE EMPLOYMENT SECURITY OFFICE: 165 N. Canal St., Rm. 200, Chicago 60606
FEDERAL JOB INFORMATION CENTER: Chicago—219 S. Dearborn St., Chicago 60604

INDIANA

GOVERNOR'S COMMITTEE: 1330 W. Michigan St., Indianapolis 46206
STATE ASSN. FOR RETARDED CHILDREN: 752 E. Market St., Indianapolis 46202
STATE VOCATIONAL REHABILITATION OFFICE: 12 W. Market St., Indianapolis 46204
STATE EMPLOYMENT SECURITY OFFICE: 10 N. Senate Ave., Indianapolis 46204
FEDERAL JOB INFORMATION CENTER: 36 S. Pennsylvania St., Rm. 102, Indianapolis 46204

IOWA

GOVERNOR'S COMMITTEE: Grimes State Office Bldg., Des Moines 50319
STATE ASSN. FOR RETARDED CHILDREN: 9th and Grand Ave., Des Moines 50309
STATE VOCATIONAL REHABILITATION OFFICE: 801 Bankers Trust Bldg., Des Moines 50309
STATE EMPLOYMENT SECURITY OFFICE: 1000 E. Grand Ave., Des Moines 50319
FEDERAL JOB INFORMATION CENTER: 191 Federal Bldg., Des Moines 50309

KANSAS

GOVERNOR'S COMMITTEE: 401 Topeka Ave., Topeka 66603
STATE ASSN. FOR RETARDED CHILDREN: 6100 Martway, Suite 1, Mission 66202
STATE VOCATIONAL REHABILITATION OFFICE: 1145-E State Office Bldg., Topeka 66612
STATE EMPLOYMENT SECURITY OFFICE: 401 Topeka Ave., Topeka 66603
FEDERAL JOB INFORMATION CENTER: Room 101, One-Twenty Bldg., Wichita 67202

KENTUCKY

GOVERNOR'S COMMITTEE: Kentucky Employment Services, Capitol Annex, Frankfort 40601
STATE ASSN. FOR RETARDED CHILDREN: 101-A Bridge St., Frankfort 40601
STATE VOCATIONAL REHABILITATION OFFICE: State Office Bldg., High St., Frankfort 40601
STATE EMPLOYMENT SECURITY OFFICE: New Capitol Annex Bldg., Frankfort 40601
FEDERAL JOB INFORMATION CENTER: 600 Federal Place, Rm. 167, Louisville 40202

LOUISIANA

GOVERNOR'S COMMITTEE: P. O. Box 44094, Baton Rouge 70804
STATE ASSN. FOR RETARDED CHILDREN: 6844 Van Gogh Dr., Baton Rouge 70806
STATE VOCATIONAL REHABILITATION OFFICE: P. O. Box 44064, Baton Rouge 70804
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 44094, Baton Rouge 70804
FEDERAL JOB INFORMATION CENTER: 600 South St., Federal Bldg., New Orleans 70130

MAINE

GOVERNOR'S COMMITTEE: P. O. Box 309, Augusta 04330
STATE ASSN. FOR RETARDED CHILDREN: 269½ Water St., Augusta 04330
STATE VOCATIONAL REHABILITATION OFFICE: 32 Winthrop St., Augusta 04330
STATE EMPLOYMENT SECURITY OFFICE: 20 Union St., Augusta 04330
FEDERAL JOB INFORMATION CENTER: Federal Bldg., Augusta 04330

MARYLAND

GOVERNOR'S COMMITTEE: 1100 N. Eutaw St., Rm. 613, Baltimore 21201

STATE ASSN. FOR RETARDED CHILDREN: 1514 Reisterstown Rd., Pikesville 21208

STATE VOCATIONAL REHABILITATION OFFICE: 2100 Guilford Ave., Baltimore 21218

STATE EMPLOYMENT SECURITY OFFICE: 1100 N. Eutaw St., Baltimore 21201

FEDERAL JOB INFORMATION CENTER: Lombard St. & Hopkins Place, Baltimore 21201

MASSACHUSETTS

GOVERNOR'S COMMITTEE: Cambridge & Staniford St., Boston 02114

STATE ASSN. FOR RETARDED CHILDREN: Suite 402, 680 Main St., Waltham 02154

STATE VOCATIONAL REHABILITATION OFFICE: 296 Boylston St., Boston 02116

STATE EMPLOYMENT SECURITY OFFICE: C. F. Hurley Employment Security Bldg., Government Center, Boston 02114

FEDERAL JOB INFORMATION CENTER: Post Office & Courthouse Bldg., Rm. 1004, Boston 02109

MICHIGAN

GOVERNOR'S COMMITTEE: P. O. Box 1016, Lansing 48904

STATE ASSN. FOR RETARDED CHILDREN: 510 Michigan National Tower, Lansing 48933

STATE VOCATIONAL REHABILITATION OFFICE: P. O. Box 1016, Lansing 48904

STATE EMPLOYMENT SECURITY OFFICE: 7310 Woodward Ave., Detroit 48202

FEDERAL JOB INFORMATION CENTER: 144 W. Lafayette St., 1st Floor, Detroit 48226

MINNESOTA

GOVERNOR'S COMMITTEE: 527 Jackson Ave., Rm. 227, St. Paul 55101

STATE ASSN. FOR RETARDED CHILDREN: 1911 Nicollet Ave., Minneapolis 55403

STATE VOCATIONAL REHABILITATION OFFICE: 1745 University Ave., St. Paul 55104

STATE EMPLOYMENT SECURITY OFFICE: 390 N. Robert St., St. Paul 55101

FEDERAL JOB INFORMATION CENTER: Rm. 196, Federal Bldg., Minneapolis 55111

MISSISSIPPI

GOVERNOR'S COMMITTEE: P. O. Box 1698, Jackson 39205
STATE ASSN. FOR RETARDED CHILDREN: P. O. Box 1363, Jackson 39205
STATE VOCATIONAL REHABILITATION OFFICE: P. O. Box 1698, Jackson 39205
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 1699, Jackson 39205
FEDERAL JOB INFORMATION CENTER: 802 N. State St., Jackson 39201

MISSOURI

GOVERNOR'S COMMITTEE: P. O. Box 59, Jefferson City 65101
STATE ASSN. FOR RETARDED CHILDREN: 108 Jackson St., Jefferson City 65101
STATE VOCATIONAL REHABILITATION OFFICE: 1616 Missouri Blvd., Jefferson City 65101
STATE EMPLOYMENT SECURITY OFFICE: 421 E. Dunklin St., Jefferson City 65101
FEDERAL JOB INFORMATION CENTER: Kansas City—Room 129, Federal Bldg., 64106
St. Louis—Room 1712, Federal Bldg., 63103

MONTANA

GOVERNOR'S COMMITTEE: P. O. Box 1728, Helena 59601
STATE ASSN. FOR RETARDED CHILDREN: P. O. Box 625, Helena 59601
STATE VOCATIONAL REHABILITATION OFFICE: 507 Power Block, Helena 59601
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 1728, Helena 59601
FEDERAL JOB INFORMATION CENTER: 130 Neill Ave., IBM Bldg., Helena 59601

NEBRASKA

GOVERNOR'S COMMITTEE: Box 4600, State House Station, Lincoln 68509
STATE ASSN. FOR RETARDED CHILDREN: 140 S. 27th St., Lincoln 68502
STATE VOCATIONAL REHABILITATION OFFICE: 707 Lincoln Bldg., Lincoln 68508
STATE EMPLOYMENT SECURITY OFFICE: P.O. Box 4600, State House Station, Lincoln 68509
FEDERAL JOB INFORMATION CENTER: 215 N. 17th St., Rm. 1014, Omaha 68102

NEVADA

GOVERNOR'S COMMITTEE: 500 E. Third St., Carson City 89701

STATE ASSN. FOR RETARDED CHILDREN: 927 S. Main St., Las Vegas 89101
STATE VOCATIONAL REHABILITATION OFFICE: 308 N. Curry St., Carson City 89701
STATE EMPLOYMENT SECURITY OFFICE: 500 E. Third St., Carson City 89701
FEDERAL JOB INFORMATION CENTER: Reno—Rm. 1139, Federal Bldg., 89502
Las Vegas—300 Las Vegas Blvd. South, 89101

NEW HAMPSHIRE

GOVERNOR'S COMMITTEE: 32 S. Main St., Concord 03301
STATE ASSN. FOR RETARDED CHILDREN: 4 Park St., Concord 03301
STATE VOCATIONAL REHABILITATION OFFICE: 64 N. Main St., Concord 03301
STATE EMPLOYMENT SECURITY OFFICE: 32 S. Main St., Concord 03301
FEDERAL JOB INFORMATION CENTER: Federal Bldg., Daniel & Penhallow Sts., Portsmouth 03803

NEW JERSEY

GOVERNOR'S COMMITTEE: Labor & Industry Bldg., Rm. 1007, Trenton 08625
STATE ASSN. FOR RETARDED CHILDREN: 97 Bayard St., New Brunswick 08901
STATE VOCATIONAL REHABILITATION OFFICE: Labor & Industry Bldg., 10th Floor, Trenton 08625
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box V, Trenton 08625
FEDERAL JOB INFORMATION CENTER: 970 Broad St., Newark 07102

NEW MEXICO

GOVERNOR'S COMMITTEE: P. O. Box 1928, Albuquerque 87111
STATE ASSN. FOR RETARDED CHILDREN: 8200½ Menaul Blvd., NE, Suite 3, Albuquerque 87110
STATE VOCATIONAL REHABILITATION OFFICE: Old Capitol Annex, Rm. 116, Santa Fe 87501
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 1928, Albuquerque 87103
FEDERAL JOB INFORMATION CENTER: 421 Gold Ave. SW, Albuquerque 87101

NEW YORK

GOVERNOR'S COMMITTEE: 270 Broadway, Rm. 2410, New York 10007

STATE ASSN. FOR RETARDED CHILDREN: 175 Fifth Ave., New York 10010
STATE VOCATIONAL REHABILITATION OFFICE: 162 Washington Ave., Albany 12210
STATE EMPLOYMENT SECURITY OFFICE: State Office Bldg. Campus, Albany 12201
FEDERAL JOB INFORMATION CENTER: New York—26 Federal Plaza, 10007
Syracuse—301 Erie Blvd. W., 13202

NORTH CAROLINA

GOVERNOR'S COMMITTEE: 215 Hillsborough St., Raleigh 27602
STATE ASSN. FOR RETARDED CHILDREN: P.O. Box 18551, Raleigh 27609
STATE VOCATIONAL REHABILITATION OFFICE: 305½ W. Martin St., Raleigh 27602
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 589, Raleigh 27602
FEDERAL JOB INFORMATION CENTER: 310 New Bern Ave., Raleigh 27611

NORTH DAKOTA

GOVERNOR'S COMMITTEE: State Capitol Bldg., 18th Floor, Bismarck 58501
STATE ASSN. FOR RETARDED CHILDREN: 62½ Broadway, Fargo 58102
STATE VOCATIONAL REHABILITATION OFFICE: 418 E. Rosser Ave., Bismarck 58501
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 1537, Bismarck 58501
FEDERAL JOB INFORMATION CENTER: Room 200, Federal Bldg. & Post Office, Fargo 58102

OHIO

GOVERNOR'S COMMITTEE: 145 S. Front St., Columbus 43216
STATE ASSN. FOR RETARDED CHILDREN: 131 E. State St., Columbus 43215
STATE VOCATIONAL REHABILITATION OFFICE: 240 S. Parsons Ave., Rm. 125, Columbus 43215
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 1618, Columbus 43216
FEDERAL JOB INFORMATION CENTER: Cleveland—1240 E. Ninth St., 44199
Dayton—21 E. Fourth St., 45402
Cincinnati—550 Main St., Rm. 1523, 45202

OKLAHOMA

GOVERNOR'S COMMITTEE: 301 Will Rogers Memorial Bldg., Oklahoma City 73105

STATE ASSN. FOR RETARDED CHILDREN: 901 Office Park Plaza, Oklahoma City 73105

STATE VOCATIONAL REHABILITATION OFFICE: P. O. Box 25352, Oklahoma City 73125

STATE EMPLOYMENT SECURITY OFFICE: Will Rogers Memorial Office Bldg., Oklahoma City 73105

FEDERAL JOB INFORMATION CENTER: 210 NW Sixth St., Oklahoma City 73102

OREGON

GOVERNOR'S COMMITTEE: 417 Labor & Industry Bldg., Salem 97310

STATE ASSN. FOR RETARDED CHILDREN: 3085 River Road N., Salem 97303

STATE VOCATIONAL REHABILITATION OFFICE: 680 Cottage St. S.E., Salem 97310

STATE EMPLOYMENT SECURITY OFFICE: 403 Labor & Industry Bldg., Salem 97310

FEDERAL JOB INFORMATION CENTER: 319 Southwest Pine St., Portland 97204

PENNSYLVANIA

GOVERNOR'S COMMITTEE: 7th & Forster Sts., Harrisburg 17121

STATE ASSN. FOR RETARDED CHILDREN: 112 N. Second St., Harrisburg 17101

STATE VOCATIONAL REHABILITATION OFFICE: 7th & Forster Sts., Harrisburg 17121

STATE EMPLOYMENT SECURITY OFFICE: 7th & Forster Sts., Harrisburg 17121

FEDERAL JOB INFORMATION CENTER: Philadelphia—128 N. Broad St., 19102
Pittsburgh—1000 Liberty Ave., 15222

PUERTO RICO

GOVERNOR'S COMMITTEE: Box A-E, Rio Piedras 00928

STATE ASSN. FOR RETARDED CHILDREN: Apartado 10215, Santurce 00909

STATE VOCATIONAL REHABILITATION OFFICE: P. O. Box 1118, Hato Rey 00919

STATE EMPLOYMENT SECURITY OFFICE: 414 Barbosa Ave., Hato Rey 00917

FEDERAL JOB INFORMATION CENTER: 255 Ponce de Leon Ave., Hato Rey 00917

RHODE ISLAND

GOVERNOR'S COMMITTEE: 24 Mason St., Providence 02903
STATE ASSN. FOR RETARDED CHILDREN: 333 Grotto Ave., Providence 02906
STATE VOCATIONAL REHABILITATION OFFICE: 40 Fountain St., Providence 02903
STATE EMPLOYMENT SECURITY OFFICE: 24 Mason St., Providence 02903
FEDERAL JOB INFORMATION CENTER: Federal Bldg. & U.S. Post Office, Kennedy Plaza, Providence 02903

SOUTH CAROLINA

GOVERNOR'S COMMITTEE: P. O. Box 1406, Columbia 29202
STATE ASSN. FOR RETARDED CHILDREN: 1517 Hampton St., Columbia 29202
STATE VOCATIONAL REHABILITATION OFFICE: 400 Wade Hampton State Office Bldg., Columbia 29201
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 995, Columbia 29202
FEDERAL JOB INFORMATION CENTER: 334 Meeting St., Charleston 29403

SOUTH DAKOTA

GOVERNOR'S COMMITTEE: 104 S. Lincoln, #101, Aberdeen 57401
STATE ASSN. FOR RETARDED CHILDREN: 1612 W. 41st St., Sioux Falls 57105
STATE VOCATIONAL REHABILITATION OFFICE: 804 N. Euclid, Pierre 57501
STATE EMPLOYMENT SECURITY OFFICE: 607 N. Fourth St., Aberdeen 57401
FEDERAL JOB INFORMATION CENTER: 919 Main St., Rm. 118, Rapid City 57701

TENNESSEE

GOVERNOR'S COMMITTEE: 201 Capitol Towers, Nashville 37219
STATE ASSN. FOR RETARDED CHILDREN: P. O. Box 12066, Nashville 37212
STATE VOCATIONAL REHABILITATION OFFICE: Suite 1400, 1808 West End Bldg., Nashville 37203
STATE EMPLOYMENT SECURITY OFFICE: Cordell Hull State Office Bldg., Nashville 37219
FEDERAL JOB INFORMATION CENTER: 167 N. Main St., Memphis 38103

TEXAS

GOVERNOR'S COMMITTEE: TEC Building, Austin 78701

STATE ASSN. FOR RETARDED CHILDREN: 833 W. Houston, Austin 78756
STATE VOCATIONAL REHABILITATION OFFICE: 221 E. 9th St., Austin 78701
STATE EMPLOYMENT SECURITY OFFICE: TEC Building, Austin 78701
FEDERAL JOB INFORMATION CENTER:
Dallas—1114 Commerce St., Room 103, 75202
El Paso—411 N. Stanton St., 79901
Houston—702 Caroline St., 77002
San Antonio—615 E. Houston St., 78205

UTAH

GOVERNOR'S COMMITTEE: 136 E. South Temple St., Salt Lake City 84111
STATE ASSN. FOR RETARDED CHILDREN: 3791 Viking Rd., Salt Lake City 84109
STATE VOCATIONAL REHABILITATION OFFICE: 136 E. South Temple St., Salt Lake City 84111
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 11249, Salt Lake City 84111
FEDERAL JOB INFORMATION CENTER: 135 S. State St., Salt Lake City 84111

VERMONT

GOVERNOR'S COMMITTEE: 70 Clarendon Ave., Montpelier 05602
STATE ASSN. FOR RETARDED CHILDREN: P. O. Box 858, Montpelier 05602
STATE VOCATIONAL REHABILITATION OFFICE, 79 Main St., Montpelier 05602
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 488, Montpelier 05602
FEDERAL JOB INFORMATION CENTER: Elmwood Ave. & Pearl St., Burlington 05401

VIRGINIA

GOVERNOR'S COMMITTEE: P. O. Box 1358, Richmond 23211
STATE ASSN. FOR RETARDED CHILDREN: 909 E. Main St., Richmond 23219
STATE VOCATIONAL REHABILITATION OFFICE, P. O. Box 11045, Richmond 23230
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 1358, Richmond 23211
FEDERAL JOB INFORMATION CENTER: 415 St. Paul Blvd., Norfolk 23510

VIRGIN ISLANDS

GOVERNOR'S COMMITTEE: P. O. Box 630, St. Thomas 00801

STATE ASSN. FOR RETARDED CHILDREN: P. O. Box 1442, St. Thomas 00801
STATE VOCATIONAL REHABILITATION OFFICE: P. O. Box 630, St. Thomas 00801
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 1092, St. Thomas 00801
FEDERAL JOB INFORMATION CENTER: (same as Puerto Rico)

WASHINGTON

GOVERNOR'S COMMITTEE: P. O. Box 367, Olympia 98501
STATE ASSN. FOR RETARDED CHILDREN: 507 Security Building, Olympia 98501
STATE VOCATIONAL REHABILITATION OFFICE: P. O. Box 528, Olympia 98501
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 367, Olympia 98501
FEDERAL JOB INFORMATION CENTER: First Ave. & Madison St., Seattle 98104

WEST VIRGINIA

GOVERNOR'S COMMITTEE: 301 Nelson Bldg., Charleston 25301
STATE ASSN. FOR RETARDED CHILDREN: Union Trust Bldg., Rm. 317, Parkersburg 26101
STATE VOCATIONAL REHABILITATION OFFICE: P & G Bldg., Washington St., Charleston 25305
STATE EMPLOYMENT SECURITY OFFICE: State Office Bldg., Charleston 25305
FEDERAL JOB INFORMATION CENTER: 500 Quarrier St., Charleston 25301

WISCONSIN

GOVERNOR'S COMMITTEE: P. O. Box 1607, Madison 53701
STATE ASSN. FOR RETARDED CHILDREN: 351 W. Washington Ave., Madison 53703
STATE VOCATIONAL REHABILITATION OFFICE: 1 West Wilson St., Madison 53702
STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 1607, Madison 53701
FEDERAL JOB INFORMATION CENTER: 161 W. Wisconsin Ave., Milwaukee 53203

WYOMING

GOVERNOR'S COMMITTEE: P. O. Box 2760, Casper 82601
STATE ASSN. FOR RETARDED CHILDREN: Box 8, Cheyenne 82001
STATE VOCATIONAL REHABILITATION OFFICE: 305 State Office Bldg., Cheyenne 82001

STATE EMPLOYMENT SECURITY OFFICE: P. O. Box 760, Casper 82601

FEDERAL JOB INFORMATION CENTER: 1805 Capitol Ave., Cheyenne 82001

☆ U.S. GOVERNMENT PRINTING OFFICE: 1972 O—457-614